

May 18, 2007

TO: All Offerors

Subject: Amendment No. 1 to Request for Proposal (RFP) Number RCE-7-77426 for
"Information Technology Services and Support"

This Amendment No. 1 is comprised of three sections:

- A. Answers to questions received on the subject RFP;
- B. Revision of the NAICS ceiling in the RFP; and
- C. Extension of the proposal due date.

A. Questions and Answers

Note that questions shown below may be compilations of duplicate questions received, and/or may have been edited to protect an offeror's business-sensitive information provided in the original question.

Question 1: For Recent Staffing samples, do you require the resume of a candidate and hourly rate? Can we hide the consultant's name?

Answer 1: The consultant name may be blocked. However, we do require the resume and hourly rate examples, as we use this to get an idea of the staffing an agency has available at a particular rate.

Question 2: Does NREL utilize Vendor Management software to manage IT service vendors, bids, procurement? What software do you utilize? Does the awarded vendor need access to the software to submit candidate personnel?

Answer 2: NREL does not use specific software. Candidate resumes and pertinent rate information are sent to NREL via email.

Question 3: Is there any Incumbent(s) for this RFP?

Answer 3: Yes, there were six incumbents as follows:

- Tek Systems, Inc.
- Alumni Consulting Group International, Inc.
- Access Data Consulting Corp.
- Modis, Inc.
- Solbourne Computer, Inc.
- Princeton Information, Ltd.

Question 4: What's the annual past spend/budgeted dollar value for this RFP? Please explain more about \$200,000 funding availability per subcontract per 12 months? Does this means the total budget for this RFP is \$200,000?



Answer 4: NREL has based the current ceiling amount of \$200k per year per award on historical usage patterns combined with projected and estimated need. Historically, individual subcontracts varied on actual usage, depending upon NREL's requirements for on-site personnel, the subcontractors' responses to our requests for personnel, and how many of those personnel were accepted to work on-site. This will be the basis and process for future funding and awards under any resultant subcontracts.

Question 5: As an 8(a) SBA Certified Company, is [our company] eligible for 50% set-aside award to one or more small business concerns?

Answer 5: This competitive solicitation carries a 50% small business set-aside; as such, any small business is eligible to be included in that 50% set-aside. NREL is not required to set-aside specific 8(a) awards; however, the 8(a) designation may be included in Small Disadvantaged Business awards.

Question 6: To respond to this RFP, do firms need SBA Certification with the NAICS Code?

To qualify for Small Business Set-A-side: Does a company need to have a state, federal or any other certification or self attestation is enough?

If a company has SDB certification by CDOT and SBE (MBE and WBE) certification by RTD, will these certifications be enough for the company to qualify for small business set-aside?

Answer 6: **Small Business Administration (SBA) Certification** is required for:

- Small Disadvantaged Businesses (SDB),
- 8(a), and
- HUDZone certification.
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Self-certification is sufficient for:

- Small Business,
- Small Woman-owned Business,
- Veteran, and
- Service-Disabled Veteran Businesses.

Self-certification may be determined by the annual gross income levels guidelines given in the NAICS code. State and local organization's certifications are not sufficient for NREL's reporting requirements to the SBA.

Question 7: If a company is submitting proposal directly as a primary vendor, can they also participate as a junior partner of a teaming relationship / jv with a 8(a) certified company for another proposal (through jv / team) for this RFP?

Answer 7: Yes.



Question 8: With regard to section 6.4 “Past performance”, as an incumbent, would we be permitted to include NREL references to satisfy this requirement. If so, are there any limitations regarding the number of NREL references we can use or restrictions on who we may contact for a reference?

Answer 8: The references an Offeror chooses to include are the Offeror's choice. However, it is preferred to have references outside NREL.

Question 9: Would we be required to propose pricing based on our GSA schedule or are we allowed to competitively price independently of this schedule?

Answer 9: Yes, pricing may be proposed outside of GSA schedule pricing.

Question 10: Is there a publicly available bidders list or interested vendor list for this solicitation? Can you provide us either of these lists?

Answer 10: Though notice of the solicitation was provided to companies who had shown interest in the past, the RFP is posted publicly on NREL's open web site for public notice. NREL does not provide a list of its developed sources for specific requirements.

Question 11: Can you provide current and historical Hourly Rate Labor Rate Ranges NREL pays and has paid for the skill sets listed in Exhibit 1?

Answer 11: NREL's Request for Proposals seeks current pricing based on current market conditions. Historical hourly labor rate ranges were established under separate competitive process.

Question 12: Will there be multiple awards for this solicitation or a single-vendor award? Is the goal of the solicitation to build a “preferred vendor list”?

Answer 12: Please see Section 4 of the RFP document, which states “It is the intent of NREL to award multiple Labor Hour subcontracts, with a base year and two option periods, under this solicitation.” No, it is not NREL's goal to build a “preferred vendor list”.

Question 13: If awarded RFP RCE-7-77426, will each Statement of Work require a competitive solicitation and bid from the “vendor list” on the statement of work?

Answer 13: Each work order may be competitively solicited. For each work order requirement, NREL will solicit skill set(s) and resumes, and then choose a candidate from the responses received.

Question 14: Will all questions and answers from all interested parties to RCE-7-77426 be made publicly available?

Answer 14: Yes, all questions and answers are issued in this Amendment #1, which is posted on NREL's public RFP website.

Question 15: The Standard Terms and Conditions (Appendix B-6) at Clause 25 evokes the Services Contract Act of 1965, as amended. RFP No. RCE-7-77426 does not contain a wage determination. Has NREL determined that the Service Contract Act does not apply to this proposed effort?



Answer 15: Yes, NREL has determined that the Services Contract Act does not apply to this proposed effort.

Question 16: From time to time, it may become necessary to subcontract with another company to obtain the necessary technical expertise needed on a task order. Clause 42, Lower-Tier Subcontracts, of Appendix B-06 seems to imply that we would need prior NREL consent before doing any subcontracting as any such arrangement would be on a labor-hour basis. Is this correct? If we designate teaming partners upfront, would this requirement be considered unnecessary?

Answer 16: Yes.

Question 17: Appendix A, Page 2, 1st Paragraph, under Duration, Location, and Supervision, it states: "The duration of any specific work order shall not exceed one year. In addition, the duration that any individual Subcontractor employee may be assigned to this subcontract shall not exceed 2080 hours or one year, whichever is sooner." Question: Does NREL intend to turn over contract employees every year? Once a contract employee subcontracts under this agreement, are they not able to return?

Answer 17: Subcontractor personnel can return to perform under other work orders, as long as they have not exceeded working at NREL for 12 months or 2080 hours, whichever occurs first.

B. Revision of NAICS ceiling

Item 13 – NAICS Code and Small Business Size Standard, paragraph b, is deleted and replaced with the following:

"b. The small business size standard for "Other Computer Related Services" is \$23.0 million in annual receipts. (Annual receipts of a concern means the annual average gross revenue for the last three fiscal years.)"

C. Extension of proposal due date

The due date for proposals is extended to **Friday, June 1, 2007**.

Please acknowledge receipt of this amendment in the cover letter to your proposal. Please contact the undersigned at carol_johnston@nrel.gov with any questions regarding the RFP.

Sincerely,

Carol Johnston [e-signature]

Carol Johnston
Senior Subcontract Administrator

